

Committee Name	Created By:	Number of Members	Term of Office Term Expiration Date Number of Terms Allowed	Meeting Schedule	Type of Report	Responsibility Eligibility Criteria
<p>2 Architectural Review Board</p> <p>Contact Information:</p> <p>Beth LaCivita, Executive Director Tallahassee Trust for Historic Preservation, Inc or Alyssa McManus</p> <p>423 East Virginia Street Tallahassee, FL 32301 Ph. 488-7100 FAX 488-7333</p> <p>Staff: Acting Planning Director: Val Hubbard 891-8633</p> <p>Planning Commission Chairman or Designee ("designee" approved by Ordinance 10/28/97) Planning Commission Chairman (elections are held in September; new chairman takes office in October)</p>	<p>Ch. 266.116 F.S., 1981 - Leon County Code Sec 10-853 (pg CD 10:162) Sec. 8.6, Ch. 27 - City Code</p> <p>Bylaws approved 6/28/94; ordinance amendments approved 8/9/94 and 10/28/97</p>	<p>10 members:</p> <p>4 - appointed by BCC 4 - appointed by City</p> <p>1 - Planning Commission (Chairman or his designee)</p> <p>1 - Planning Department Director</p> <p>As of 11/97, the Tallahassee Trust for Historic Preservation, Inc. (TTHP) (formerly Historic Preservation Board) is comprised of the sitting members of the HPB as of May 1997 when the Articles of Incorporation were approved. The TTHP may appoint up to 12 additional members. It will make recommendations to the Board for appointment to the ARB from its membership. City and County Commissions each select one TTHP member for appointment to the ARB.</p>	<p>As of 7/1994, initial terms were two and three years; thereafter, all terms are 3 years.</p> <p>Terms expire June 30</p> <p>Number of terms allowed: 2 full consecutive (except Planning Commission chairman and Planning Department Director)</p> <p>Vacancies are filled for the remainder of an unexpired term.</p>	<p>Noon, first Wednesday of every other month (unless no items are scheduled for the agenda.</p>	<p>Reports are required by the Federal Certified Local Government (CLG) program. Provides annual report to City and County, to be submitted in Nov. of each year for the previous fiscal year.</p>	<p>1. Reviews and makes recommendations on the listing of properties on the Local Register Historic Places; 2. Reviews changes, except for routine maintenance, to the exterior of properties zoned HPO, and issues or denies Certificates of Appropriateness; 3. When necessary to protect the character of property in the HPO, grants variances in accordance with the provisions stipulated in the applicable City or County ordinance; and 4. on behalf of City and County, administers federal Certified Local Government program for historic preservation. (Source: Bylaws adopted by BCC on 6/24/94.)</p> <p>Directs appeals of its decisions to the Planning Commission, which hears appeals and makes recommendations to the County Commission.</p> <p>Eligibility Criteria: 4 - owners of property zoned HPO (City and County each appoints two) 2 - members of American Institute of Architects (City and County each appoints one) 2 - members of Tallahassee Trust for Historic Preservation, Inc. (City and County each appoints one) Chairman of the Planning Commission, or designee Director of the Planning Department</p>

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<p>7 Canopy Oaks Recreation Council</p> <p>Ms. Karen Stuhmer Recreation Coordinator</p> <p>Parks & Recreation Public Works Center 2200 Miccosukee Road</p> <p>488-0221</p>	BCC - September 17, 2002	<p>7 - BCC</p> <p>Each Commissioner has an appointment</p>	<p>Two years.</p> <p>Terms expire September 30.</p> <p>Number of terms allowed unspecified.</p> <p>Vacancies filled for unexpired term. Council will recommend at least three (3) candidates for annual appointments or to replace any member who resigns or is removed. The suggested names for such replacements will come from the community.</p>	<p>Regular meetings shall be held at the appropriate frequency to perform the duties of the Council.</p> <p>Additional meetings may be called by either the Chairperson or by petition from three or more COuncil members.</p>	<p>The COuncil shall submit annual written income and expenditures reports to the BCC.</p>	<ul style="list-style-type: none"> - Provide year-round youth sports and recreation programming. - Recruit, train, certify, and manage all adult volunteers, coaches, and officials. - Collect fees, donations, and other revenues, for the exclusive purpose of expanding sports and recreation programs and facilitating park improvements. - Promote, publicize, and advertise information pertaining to youth sports programming. - Establish programs and schedule for field usage, rental, or reservation. - Assist the County in the protection and security of park facilities under the Council's jurisdiction. - Promote the spirit of community involvement by holding at least one town meeting annually for the purpose of soliciting programming ideas from the community. <p>Member of the "Canopy Oaks" Community</p>

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<p>10 Child Care Licensing Advisory Council</p> <p>STAFF: Alex Mahon Director Environmental Health 487-3166</p>	Leon County Ordinance 91-15 (Sec.5-5) adopted 9/24/1991	7 members appointed by BCC	Initial terms were staggered one, two, and three years; thereafter, each term is 3 years. All terms extend from April 1, 1992, and expire on March 31. Number of terms allowed not specified in ordinance. Vacancies are filled for the remainder of an unexpired term.	At least quarterly, or as often as necessary to perform their duties. Meetings are held at the Leon County Health Department, on Municipal Way, usually from 6-7 pm. Staff will notify 2 weeks in advance of meeting place and time.		<p>RESPONSIBILITY: Become familiar with the Leon County Child Care Facilities and Licensing Ordinance and the DCF Child Day Care Standards. Advise the licensing agency (Health Dept.) of ways in which the provisions of the County ordinance can be revised or amended to better protect the health, safety and well-being of children in Leon County; assist the licensing agency in responding to the annual audit.</p> <p>ELIGIBILITY CRITERIA: At least three members who are operators of a licensed child care facility and other members from the following: Medical Doctor--preferably a pediatrician; owner of a licensed child care facility; staff member from the Home Economics Dept. of the Lively Vocational-Technical Center or Florida State University or Florida A&M University; social worker from the State Division of Family Services (DCF); parent who has a child in a licensed child care facility; specialist in child care or early childhood education from the County school system; registered nurse licensed in Florida; registered dietician.</p>

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<p>15 Contractors Licensing and Examination Board</p> <p>STAFF: Susan Roberts Community Development Contractors Licensing Board Administrator 488-9300</p> <p>Board Attorney Cherry Shaw Asst. County Attorney 301 S. Monroe St. Tallahassee, FL 32301 487-1008</p>	County Ordinance 74-22, Amended 9/8/1998	7 members. Each commissioner appoints one member. Building Inspection Department Director serves as non-voting executive secretary and keeps records of all proceedings.	3 years. Terms expire March 31. Number of terms allowed not specified in ordinance. Vacancies filled for remainder of unexpired term.	<p>First Thursday of each month, 4:30 p.m.</p> <p>Leon County Courthouse 301 S. Monroe Street 5th floor, Commission Chambers</p>		<p>RESPONSIBILITY: Accepts and approves or disapproves applications Administers Examinations for contractors licenses Issues contractor certificates Conducts hearings and Disciplines contractors for violations of building codes or State Statutes</p> <p>ELIGIBILITY CRITERIA: Category & Appointing Commissioner:</p> <p>Pool Contractor: At Large - DePuy (John Salvo) Consumer Representative: At Large - Thael (Katherine Beck) Building Contractor: District 1 - Proctor (William Muldrow) Business Person: District 2 - Sauls (Gus Winchester) Architect or Engineer: District 3 - Winchester (William Ervin) Consumer Representative: District 4 - Grippa (Huel Wheeler) Consumer Representative: District 5 - Rackleff (Helen Arnold)</p>

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<p>24 Housing Finance Authority</p> <p>STAFF: Shelley Murphy, Director of Housing Housing and Human Services Division 488-7790</p> <p>Bond Counsel: Robert Reid Bryant, Miller & Olive 201 S. Monroe, Suite 500, 32301 Phone: 222-8611</p> <p>Financial Advisor: Bill Reagan William R. Hough & Co 500 5th Avenue South, Suite 501 Naples, Florida 33940 Ph: (941) 649-6077 FAX: (813) 649-6217 and Bonnie Wise 100 2nd Avenue South, Suite 800 St. Petersburg, Florida 33701 Ph: (727) 895-8824</p>	<p>Ch. 159, Part IV, F.S. Leon County Ordinance 80-39</p>	<p>7 - BCC</p>	<p>4 years, (a member holds office until his/her successor has been appointed and has qualified) Chairman must file Certification of Appointent or Reappointment with Deputy Clerk, Finance. Terms expire September 30. Number of terms allowed not specified in the statue or ordinance. Vacancies filled for remainder of unexpired term.</p>	<p>Meets second Tuesday of each month, from 11:30 a.m. to 1 p.m., at the Amtrack Building Training Room located on Railroad Avenue.</p>		<p>RESPONSIBILITY: Encourages investment by private enterprise and stimulates construction and rehabilitation of housing through use of public financing. The Authority is authorized to issue and sell bonds, but first must seek approval of BCC. The Ordinance requires: Section 8: Any bonds to be issued and sold by the HFA on the negotiated basis authorized in Sec. 159.613(2), FS, 1979, shall first be approved by resolution of the BCC, both as to the documents and the method of sale by the HFA. Section 9: Any rules or regulations to be promulgated by the HFA setting forth standards or criteria for determining "eligible persons" in the program shall be submitted to and approved by the BCC prior to implementation. Section 10: Contracts by the HFA shall first be approved by resolution of the BCC. Section 11: The exercise of any of the powers hereby authorized or conferred is subject to the power of the BCC to approve the budget of the HFA.</p> <p>ELIGIBILITY CRITERIA: No less than 3 members shall be knowledgeable in one of the following fields: labor, finance or commerce.</p>

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34 Neighborhood Recognition Committee STAFF: Anita Davis, Commissioner Aide 922-7187	Created by the BCC in 1987.	7 members, each commissioner appoints one member.	Initially 1 and 2 year staggered terms. All terms are now 2 years. Number of terms allowed unspecified. Vacancies filled for remainder of unexpired term.	Meetings begin around the first of each calendar year.		RESPONSIBILITY: Reviews neighborhood nominations for annual recognition award presented at Environmental Awards Ceremony each year. ELIGIBILITY CRITERIA: Not specified.

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<p>39 Science Advisory Committee</p> <p>STAFF:</p> <p>Tammy Trusty Growth and Environmental Management 3401 W. Tharpe Street 32303 488-9300</p>	<p>BCC established in April 1995.</p> <p>Amended bylaws approved 2/8/2000</p>	<p>9 members 7 appointed by BCC, each commissioners appoints one. 2 appointed by the City</p> <p>If additional government bodies desire to make appointments to the Committee, said appointments shall be of an ex-officio nature. Ex-officio members will not have voting rights, but may participate in all other proceedings of the committee.</p>	<p>Terms expire March 31. Appointed members serve a two-year term and shall be eligible for Commissioner reappointment as long as they are active, interested and adhere to the articles of the by-laws. Per the 2000 revisions to the by-laws, terms will be staggered as follows: BCC appointments representing Commission Districts I, III, and IV and City Commission appointment #1 will expire in (March) 2000. BCC appointments representing Commission Districts II, V, and the At-Large Districts and City Commission appointment #2 will expire in (March) 2001. Vacancies filled for remainder of the unexpired term.</p>	<p>Meets the first Wednesday of each month, 8:30 a.m., in the 5th Floor Training Room, Leon County Courthouse. Meetings are usually limited to two hours.</p>	<p>Report to BCC annually.</p>	<p>RESPONSIBILITY: Evaluates scientific evidence and reports findings and recommendations pertaining to environmental issues.</p> <p>ELIGIBILITY CRITERIA: All appointees to the SAC shall be credentialed scientists.</p>

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44 Woodville Recreation Council STAFF: Karen Parker Parks and Recreation 488-0221 Bob Rankin, Chairman 8505 Grey Forest Drive 32311-1718 421-8886 Flo Blanchard 9524 Old Plank Road 32310 575-2533 (w)	Created by the BCC in 1983. Amended by BCC on 5/13/1997 NOTE: 05/13/1997, the BCC adopted an option to combine the Woodville Community Center Board (appointed by the County Commission) and the Woodville Athletics Commission. The new name for this organization is the Woodville Recreation Council.	7 members, each commissioner appoints one member. On 2/25/1992, BCC increased membership from 5 to 7 at the request of the Center's Board of Directors.	2 years. Terms expire October 31. Number of terms allowed unspecified. Vacancies filled for remainder of unexpired term.	Meets first Monday of each month, 6 p.m., at the Woodville Men's Club.	The committee shall submit annual written income and expenditure reports to the BCC.	RESPONSIBILITY: Oversees facility usage and programming at J. Lewis Hall, Sr. Park; facilitates athletic programs. The recreation council shall submit annual written income and expenditure reports to the BCC. Establishes operation rules and procedures; may establish user fees sufficient to defray the cost of operation and maintenance of the center. Must seek BCC approval to spend any surplus over the cost of operation and maintenance. Responsible for planning, oversight, day-to-day operation and general maintenance of the center. ELIGIBILITY CRITERIA: Not specified.